

Function: Code Enforcement/Building Div.
Department: Code Enforcement/Building Div.
Department Budget: \$1,029,160

Department Mission:

The mission of the Code Enforcement/Building Division is to enhance Public Safety by enforcing the State and City code requirements regulating businesses through licensures and inspection, and by correcting hazardous conditions that pose an imminent threat to the public.

Department Highlights:

Code Enforcement is responsible for ensuring the general public and the business community that the homes and buildings that they occupy and frequent on a daily basis meet or exceed the building codes, and life safety requirements. The Division also plays a vital role in the enforcement of City Zoning, and general Ordinances which enhance the quality of life and help insure stable property values and the general economic health of the community. The mission of the Code Enforcement Division is achieved through the fine efforts of the direct, focused and well trained staff that consists of Licensed and Certified field inspectors, office support staff, and interdepartmental team inspectors. This department also provides a wide range of permitting and inspectional services that help facilitate compliance with the codes and ordinances during public and private construction projects, new business start ups and corrective enforcement actions through complaints received. On a daily basis, the office support staff and inspectors respond to inquiries from the general public and City departments for zoning and building archive data and provide code interpretations and opinions to support realty transactions, court action, City licensing renewals and legal uses per City Zoning Ordinance.

The current and monumental push to streamline and fully modernize this department will result in the use of computer generated permits, violation notices, violation tickets, and the installation of an automated database system, which will require and communicate with new handheld GPS-location tracking PDA devices. PDA's (personal digital assistants) will allow all field inspectors to electronically capture critical on-site inspection data, access permit and property owner information with the touch-of-a-button, and at the end of each day to electronically communicate with and fully update the department's property data base at City Hall. Another goal of the PDA system is to be tied into the city's web site, which will then allow the business community and general public to access to up-to-date information on permits, inspections and complaint status. This technology will also facilitate our ability to meet another future goal of issuing permits and general department information on-line. Along with the use of technology, a major factor contributing to our recent financial success is that we have restructured our fee system to make this department self-supporting. Our Division will have an estimated increase in inspection fees of approximately \$600,000 in the fiscal year ending on June 30, 2005.

City of Springfield**FY 06 Recommended Budget**

Function: Development Cabinet
Department: Code Enforcement/Building Div.
Program: Code Enforcement
Program Budget \$1,029,160

Program Goal:

The goal of the Building Division is to enforce compliance with Mass. State Building Code 780 CMR and City Ordinances to protect the safety and well-being of the general public within the City of Springfield.

Program Narrative:

The Code Enforcement program provides the general public within the city of Springfield an independent and impartial inspections service required by the State of Massachusetts Building, Plumbing, Electrical, Sanitary Codes, State Zoning and Local City Ordinances. These services also provide enforcement of the Massachusetts General Laws pertaining to weighing and measuring devices which ensures proper equity and integrity in a multi million dollar marketplace. Our current challenges for the upcoming year are to reduce backlogs in issuing of permits, 780 CMR, Section 106 Public building safety inspections, code compliance inspections, and Zoning complaints. The filling of vacant positions and the new use of technology to automate the permitting process to expedite new development in the City will increase department and City revenues. This will help greatly to improve public safety, reduce program expenses, and improve service to the general public.

Program Objectives:

1. Decrease back log in permit application review time.
2. Increase percentage of permits issued within 14 days.
3. Increase the number of required Code Section 106 life safety inspections in public buildings.
4. Increase the number of inspections required per code by the issuance of permits.

Key Program Measures	FY 2004 <u>Actual</u>	FY 2005 <u>Estimated</u>	FY 2006 <u>Projected</u>
Permits issued within 14 days	0	245	2,668
Permits issued within 14 days	0	5%	50%
Required 106 inspections conducted-of 1,200 total	184	450	1,200
Required 106 inspections completed within 1 year	8%	37%	100%*
Total inspections conducted	24,185	28,500	29,500

Proposed Program Changes:

* To meet the 2006 projected 100% completion of Section 106 life safety inspections, the FY 06 budget is based on hiring an additional building inspector to inspect and certify Multi-family buildings, which have not been regularly inspected since prior to 1989. With the addition of one inspector to the two existing building inspectors who are already dedicated to Section 106 inspections, the department will increase its estimated total yearly revenue stream by \$204,000.

City of Springfield
Program Summary
Development
Code Enforcement/Building Div.
Code Enforcement

FY 06 Recommended Budget

	Actual				
	Expenditures	Adopted	Actual	Estimated	Proposed
	FY 04	FY 05	03/31/05	06/30/05	FY 06
EXPENDITURE SUMMARY					
Regular Payroll	\$ 486,744	\$ 877,800	\$ 669,485	\$ 867,800	\$ 981,445
Overtime	-	-	-	-	-
Purchase of Service	33,300	22,750	17,063	20,084	24,270
Materials and Supplies	7,900	14,538	14,044	19,617	22,730
Intergovernmental		-	-	-	-
Other	715	715	536	643	715
Capital Outlay	-	-	-	-	-
Total	\$ 528,659	\$ 915,803	\$ 701,128	\$ 908,144	\$ 1,029,160

	Actual	Estimated	Proposed
	FY 04	FY 05	FY 06
REVENUE SUMMARY			
Non General Fund			
Grants/CDBG	\$ 30,000	\$ 35,000	\$ -
Bond Proceeds	-	-	-
Fees	-	-	-
Reimbursements	-	-	-
Total Non General Fund	\$ 30,000	\$ 35,000	\$ -
General Fund			
General Fund Fees	\$ 821,925	\$ 1,400,000	\$ 1,400,000
General Fund Contribution	(323,266)	(526,856)	(370,840)
Total General Fund	\$ 498,659	\$ 873,144	\$ 1,029,160
Total	\$ 528,659	\$ 908,144	\$ 1,029,160

	Actual	Estimated	Proposed
	FY 04	FY 05	FY 06
FUNDED POSITIONS/FTEs			
Code Enforcement Comm		1	1
Code Enforcement Comm'Asst	1		
Senior Inspectors	2	3	3
Inspectors	3	10	13
Sealer Weights & Measures	1	1	1
Deputy Sealer - Wts & Meas	2	2	2
Clerical	3	5	5
Total	12	22	25
Appropriation Control			\$ 1,029,160